

# Wickham Bishops Parish Council

## Parish Councillors

I D Wardrop (Chairman)  
H M Bass  
P J Bates  
K W Jarvis  
P D Layley  
M Mickelsen  
C Nappo  
J Williams



Winner Best Kept Village 2009, 2015  
3<sup>rd</sup> Place Essex Village of the Year 2015  
[www.wickhambishopsparishcouncil.org](http://www.wickhambishopsparishcouncil.org)

## Parish Clerk

Mrs L A Bailey  
Wickham Bishops Parish Council  
The Village Hall  
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Wickham Bishops  
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07542 190176

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## Minutes of Wickham Bishops Parish Council Meeting held on Tuesday 4<sup>th</sup> October 2022 at 7.30pm

Item	Subject
22/148	<p><b>Those Present and Apologies for Absence</b> In the Chair: Cllr Wardrop Present: Cllrs Bass, Bates, Layley, Mickelsen, Nappo, Williams and the Clerk. Apologies were received from Cllr Jarvis. DCllr Morgan attended from 7.40pm. There were 5 members of the public present.</p>
	<p><i>Before the start of the meeting, following the recent death of HM The Queen, the Chairman confirmed that he had passed on the condolences of the Parish Council. The meeting noted the accession to the throne of King Charles III.</i></p>
22/149	<p><b>Declaration of Interests and Compliance with the Ethical Framework</b> There were none.</p>
22/150	<p><b>Approval of Minutes</b> It was resolved that the Minutes of the Parish Council Meeting held on 6<sup>th</sup> September 2022 be approved, proposed Cllr Mickelsen, seconded Cllr Williams, all in favour.</p>
22/151	<p><b>Chairman's Report</b> The Chairman reminded members of the Litter Pick on Saturday 8<sup>th</sup> October, 11am.</p>
22/152	<p><b>Clerk's Report</b> Members noted the report of the Clerk's attendance at the EALC AGM on 22<sup>nd</sup> September 2022.</p> <p>An enquiry from English Rural concerned vegetation encroachment from woodland bordering gardens in Mackmurdo Place. Members recalled MDC stipulating that a buffer strip should be maintained between the new development and neighbouring woodland and the Clerk had explained this and put the owner of the woodland in touch with English Rural to resolve the situation between them.</p> <p>Members agreed to repeat last year's plea to residents to limit their firework use to the weekend of 5<sup>th</sup> November, the Clerk to publicise on FB, notice boards and the next Parish Magazine if the timing was suitable. (DCllr Morgan arrived at this point)</p>
22/153	<p><b>Public Forum - a maximum of 15 minutes with no more than 3 minutes per person</b> One resident spoke of their objection to the proposals at Blackwater House and two more residents asked for the PC's support of their application to fell a tree at 63 Kelvedon Road.</p>
22/154	<p><b>Attendance by Nicola Syder, Senior Community Engagement Co-ordinator at MDC</b> Members were pleased to welcome Nicola Syder who reported that from April – August Trucam had captured 669 drivers speeding in Wickham Bishops. Of those, 37 had been given points on their licence, 554 had attended a Speed Awareness course and 1 had been prosecuted. Nicola reported on the Vision Zero campaign organised by the Safer Roads Partnership/ECC and 'Extra Eyes' whereby members of the public with dashcams could report antisocial driving. It was noted that more staff were being trained and</p>

	MDC should be able to assist in the next financial year if WBPC were considering increasing Trucam hours. Members agreed that it would be beneficial to publicise these figures.
22/155	<p><b>Planning Applications and Decisions</b></p> <p>Cllr Bass took the Chair for this item and reminded those present that WBPC were merely a consultee in the process, the final decision resting with MDC.</p> <p><b>22/00274/HOUSE 1 Blue Mills Cottages, Blue Mills Hill.</b> Proposed two storey side and rear extension. <b>Resolved:</b> The Parish Council recommended APPROVAL.</p> <p><b>22/00932/FUL Land adj 2 Grange Road.</b> Construction of two storey detached dwelling. <b>Resolved:</b> Following discussion, the Parish Council recommended REFUSAL on the following grounds: The proposed development of this site for a new single dwelling would result in demonstrable harm to the area which, due to the urbanisation of the site, would detract from the intrinsic character and beauty of the countryside. The previous application was noted, but this new proposal bore no resemblance to the original planning permission granted by MDC, being on a different footprint and a dwelling design completely out of keeping with the surrounding area and Grange Road. The development on this currently undeveloped land was contrary to Policies S8, D1 and H4 of the LDP. The uninterrupted views from FP17 would be completely lost, contrary to Policy WBen 03 of the Wickham Bishops Neighbourhood Plan.</p> <p><b>22/00883/HOUSE Mount Shell Farmhouse, Langford Road.</b> Partial demolition of existing dwelling with erection of two storey extension, retention of remaining dwelling as annexe accommodation and extensions to existing garage. <b>Resolved:</b> The Parish Council recommended APPROVAL.</p> <p><b>22/00291/WTPO 63 Kelvedon Road.</b> Oak tree – fell. <b>Resolved:</b> Members noted the Tree Officer’s comments and recommended APPROVAL asking that MDC ensure a suitably qualified Tree Surgeon is used.</p> <p><b>22/00302/WTPO The Mulberry Spa, 2 The Street.</b> Mulberry – crown reduction by 2.5m and clearance of loose branches underneath. The Tree Officer’s comments were noted. <b>Resolved:</b> The Parish Council recommended APPROVAL.</p> <p><b>22/00943/HOUSE Blackwater House, 11 Blacksmiths Lane</b> Garage extension and new car port. Members had received a letter of objection which was noted. Reservations were expressed over the intended use of the extended garage and the siting of the car port in the front garden. <b>Resolved:</b> On balance the Parish Council recommended APPROVAL.</p> <p><b>22/00999/HOUSE 1 Church Cottages, Church Road</b> Rear and side single storey pitched roof extension. <b>Resolved:</b> The Parish Council had no objection and recommended APPROVAL.</p> <p><u>The following decisions made by MDC were noted:</u></p> <p>HOUSE/MAL/22/00821 11 Wellands. Single storey rear extension, conversion of existing garage into utility and WC, loft conversion and detached garage. <b>REFUSED.</b></p> <p>HOUSE/MAL/22/00687 1 Church Cottages. Rear single storey flat roof extension. <b>REFUSED.</b></p> <p>WTPO/MAL/22/00773 Heath House, 13 Heathgate. Works to 3 Oak trees. <b>APPROVED.</b></p> <p>HOUSE/MAL/22/00203 2 Blue Mills Cottages, Blue Mills Hill. Proposed part two storey part single storey rear extension, new canopy to side elevation and changes to fenestration. <b>APPROVED.</b></p>
22/156	<p><b>Traffic Calming &amp; Highway Matters</b></p> <p><u>To note LHP Officer’s response to our requests, Chairman’s reply and consider any further action</u> A recent response to the Chairman did not make sense. DCllr Morgan advised that the scheduled 27<sup>th</sup> September LHP Meeting had not taken place. He offered to assist in progressing WBPC’s Scheme Requests and help to arrange a site meeting with the Officer to enable them to see first-hand the problems and the reasons for our requests.</p>

	<p><u>Consider inviting Roger Hirst (Police Fire &amp; Crime Commissioner for Essex) to WBPC</u> At the recent EALC AGM at which the Clerk had been present, Roger Hirst had expressed his willingness to meet with parishes. <b>Action:</b> <i>The Clerk to invite Roger Hirst to a site meeting, so that he could witness the problems of motorists exceeding the speed limit.</i></p> <p><u>To note email from resident re Mope Lane junction with Witham Road and agree action</u> Members agreed it looked as though the Fernbrook Hall fence had encroached on highways land. <b>Action:</b> <i>The Clerk to write to ECC Highways cc: Cllr Durham.</i> <b>Action:</b> <i>The Clerk to contact Benton Hall regarding the vegetation growing which obscured the view on the left-hand side for drivers exiting Mope Lane onto Witham Road.</i></p>																																																																																																														
22/157	<p><b>District Councillor Report</b> District Councillor Morgan reported that MDC were revisiting the 5-year housing land supply due to a lack of sites and reviewing the Local Development Plan. A working group had been set up and DCllr Morgan was part of this. <b>Action:</b> <i>The Clerk was asked to remind members of the parcels of land identified in the recent MDC Call for Sites</i></p>																																																																																																														
22/158	<p><b>County Councillor Report</b> County Councillor Durham was not present.</p>																																																																																																														
22/159	<p><b>Remembrance Day Road Closure update</b> The Remembrance Day Service would go ahead as usual with the extended road closure. Members hoped that it would be possible to use volunteers for the 2023 Service and to include Rev Hilary in the Working Group. <b>Action:</b> <i>DCllr Morgan to pursue the idea of a Working Group joint meeting and chase Great Braxted PC who had yet to respond.</i></p>																																																																																																														
22/160	<p><b>The Platinum Path</b> <u>To consider ECC's Road Safety Assessment and agree a way forward</u> <b>Resolved:</b> The Clerk to obtain three quotes for gates at either end of the path in the style recommended by ECC. Cllr Bass to ask Will Cook to widen the Maypole Road end if possible. The Clerk to obtain signage indicating that the path is not yet open and anyone using it does so at their own risk.</p> <p><u>To note further correspondence from resident asking for fencing</u> <b>Resolved:</b> The Clerk was asked to respond advising that WBPC had no objection to the resident erecting their own fencing.</p> <p><u>To consider quotation for strimming</u> The Parish Council grasscutting contractor had quoted £40 to trim the current vegetation. After discussion and bearing in mind it would be a while before the path could officially be opened, Cllr Bass offered to do the job, and once the path was open the Parish Paths volunteers would be asked to assist.</p>																																																																																																														
22/161	<p><b>Civility &amp; Respect</b> <b>Resolved:</b> Members resolved unanimously to sign up to the pledge, as recommended by EALC/NALC.</p>																																																																																																														
22/162	<p><b>Finance</b> <u>To note the bank balance and agree payments for the month ahead</u> The meeting noted the bank balance at 30<sup>th</sup> September of £28,256.47. Cllr Bass proposed the following payments be made, seconded by Cllr Wardrop, all in favour.</p> <table border="1"> <thead> <tr> <th>Voucher Code</th> <th>Date</th> <th>Minute</th> <th>Bank</th> <th>Cheque No</th> <th>Description</th> <th>Supplier</th> <th>VAT Type</th> <th>Net</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>72</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>Grasscutting</td> <td>D W Maintenance</td> <td>Z</td> <td>85.00</td> <td></td> <td>85.00</td> </tr> <tr> <td>73</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>Library Tables &amp; Chairs</td> <td>Gopak</td> <td>S</td> <td>745.41</td> <td>149.08</td> <td>894.49</td> </tr> <tr> <td>74</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>Clerks Salary</td> <td>Mrs L A Bailey</td> <td>E</td> <td>715.35</td> <td></td> <td>715.35</td> </tr> <tr> <td>75</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>WFH allowance</td> <td>Mrs L A Bailey</td> <td>E</td> <td>25.00</td> <td></td> <td>25.00</td> </tr> <tr> <td>76</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>Clerk Reimbursements</td> <td>Mrs L A Bailey</td> <td>S</td> <td>8.32</td> <td>1.67</td> <td>9.99</td> </tr> <tr> <td>77</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>Clerk Reimbursements</td> <td>Mrs L A Bailey</td> <td>S</td> <td>15.99</td> <td>3.20</td> <td>19.19</td> </tr> <tr> <td>78</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>Clerk Reimbursements</td> <td>Mrs L A Bailey</td> <td>Z</td> <td>16.20</td> <td></td> <td>16.20</td> </tr> <tr> <td>79</td> <td>04/10/2022</td> <td></td> <td>Unity Trust Current Ac</td> <td></td> <td>Unity Bank charges</td> <td>Unity Bank</td> <td>E</td> <td>18.00</td> <td></td> <td>18.00</td> </tr> <tr> <td colspan="8" style="text-align: right;"><b>Total</b></td> <td><b>1,629.27</b></td> <td><b>153.95</b></td> <td><b>1,783.22</b></td> </tr> </tbody> </table> <p><u>To agree date for November Finance Meeting</u> The Finance Committee to agree a suitable date.</p> <p><u>To consider budget items and future projects for 2023/24</u> In the current financial climate, it was generally agreed that the precept should remain as low as possible and as there were no new projects identified, it was hoped this could be achieved.</p>	Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	72	04/10/2022		Unity Trust Current Ac		Grasscutting	D W Maintenance	Z	85.00		85.00	73	04/10/2022		Unity Trust Current Ac		Library Tables & Chairs	Gopak	S	745.41	149.08	894.49	74	04/10/2022		Unity Trust Current Ac		Clerks Salary	Mrs L A Bailey	E	715.35		715.35	75	04/10/2022		Unity Trust Current Ac		WFH allowance	Mrs L A Bailey	E	25.00		25.00	76	04/10/2022		Unity Trust Current Ac		Clerk Reimbursements	Mrs L A Bailey	S	8.32	1.67	9.99	77	04/10/2022		Unity Trust Current Ac		Clerk Reimbursements	Mrs L A Bailey	S	15.99	3.20	19.19	78	04/10/2022		Unity Trust Current Ac		Clerk Reimbursements	Mrs L A Bailey	Z	16.20		16.20	79	04/10/2022		Unity Trust Current Ac		Unity Bank charges	Unity Bank	E	18.00		18.00	<b>Total</b>								<b>1,629.27</b>	<b>153.95</b>	<b>1,783.22</b>
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22/163	<p><b>Parish Council Monthly Surgeries</b></p> <p>It was noted that there had been no attendees at the September Surgery, possibly due in part to the death of HM The Queen. <b>Resolved:</b> Cllr Williams &amp; Cllr Bass to attend the Saturday 22<sup>nd</sup> October Surgery, Cllr Mickelsen and Cllr Wardrop to attend on Saturday 19<sup>th</sup> November.</p>
22/164	<p><b>Correspondence</b></p> <p><u>Invitation from MDC to Parish Engagement Workshop, Tuesday 11<sup>th</sup> October 7pm</u> Cllr Mickelsen to attend on behalf of WBPC. <b>Action:</b> <i>The Clerk to furnish her with details.</i></p> <p><u>Recycling &amp; Refuse Collections in Wellands Close</u> Cllr Williams made the meeting aware of correspondence received from MDC by residents of Wellands Close asking that the surface of the road be improved. <b>Action:</b> <i>The Clerk was asked to write to MDC in support of the residents, some of whom were elderly and rather concerned as the tone of the letter seemed to be rather threatening and had left very little time for action.</i></p>
22/165	<p><b>Progress Reports from Councillors</b></p> <p>The Library Update Report from Cllr Jarvis (provided in his absence) was received and taken as read.</p> <p>Cllr Williams had met with Danielle Cabot to discuss further details of the Wilder Villages Project. The Biodiversity Project would be represented at the forthcoming Open Library Day on Saturday 8<sup>th</sup> October.</p> <p>Cllr Layley had expressed concern about certain overgrown verges and hedges. <b>Action:</b> <i>The Clerk to write to the householder on the corner of Byron Drive/Blacksmiths Lane and ask them to trim back their hedge which was encroaching on the pavement. Cllr Williams to contact BHSA regarding Great Totham Road hedging.</i></p>
22/166	<p><b>General Village News and Events to Note</b></p> <p>Cllr Bass expressed concern that the WB Post Office was not always open at the times it should be. It was noted that One Stop were experiencing staff shortages.</p> <p>The Chairman suggested the event to thank volunteers be held this year after the December PC Meeting. Venue suggestions were Olio's at The Chequers, the Prince of Wales or the Village Hall boardroom. <b>Action:</b> <i>In the meantime, members would let the Clerk have details of who to invite - the Tree Warden, Speedwatch and Parish Paths volunteers, the Library Working Group, Biodiversity Project members etc.</i></p>
22/167	<p><b>Date of Next Meetings:</b></p> <p>Parish Council Meeting - Tuesday 1<sup>st</sup> November 2022, 7.30pm, Village Hall Boardroom</p> <p>Finance Meeting – date to be agreed</p> <p>Planning Committee Meeting (if required) – date to be confirmed</p>
22/168	<p><b>Close of Meeting</b> There being no further business, the meeting closed at 10pm.</p>